

**CITY OF NEWTON
PURCHASING DEPARTMENT**

CONTRACT FOR THE NEWTON PUBLIC SCHOOLS

**PROJECT MANUAL:
ANNUAL – CUSTODIAL SUPPLIES
*INVITATION FOR BID #11-85***

Bid Opening Date: May 26, 2011 at 10:00 a.m.

**May 2011
Setti D. Warren, Mayor**

CITY OF NEWTON
PURCHASING DEPARTMENT
INVITATION FOR BID #11-85

The City of Newton invites sealed bids from Contractors for:

NPS - ANNUAL – SCHOOL CUSTODIAL SUPPLIES

Bids will be received until: **10:00 a.m., May 26, 2011**
at the Purchasing Department, Room 204, Newton City Hall, 1000 Commonwealth Ave., Newton, MA 02459. Immediately following the deadline for bids all bids received within the time specified will be publicly opened and read aloud.

Contract Documents will be available on line at www.ci.newton.ma.us/bids or for pickup at Newton City Hall, Room 204, Purchasing Department, 1000 Commonwealth Avenue, Newton Centre, MA 02459 after **10:00 a.m., May 12, 2011**.

There will be no charge for contract documents.

Bid surety is **not** required with this bid.

Award will be made to the lowest, responsible, and responsive bidder for **the grand total of all items in Category A and by line item in Category B**. Any bidder not providing prices for all line items in Category A may be deemed unresponsive and therefore rejected.

This will be a one-time purchase and delivery for all items in Category A and a one-time purchase and delivery by line item in Category B. Deliveries to all 22 schools is required for Category A by June 24th, 2011 and for Category B by July 30th, 2011. The dollar value of the contract may not be increased by an amount more than twenty five percent (25%) of the contract total.

All bids are subject to the provisions of M.G.L. Chapter 30B. F.O.B. Destination inside individual schools, Newton, MA.

All bids shall be submitted as **one (1) ORIGINAL and two (2) COPIES**.

All City of Newton bids are available on the City's web site at www.ci.newton.ma.us/bids. It is the sole responsibility of the contractor downloading these bids to ensure they have received any and all addenda prior to the bid opening. Addenda's will be available online within the original bid document as well as a separate file. If you download bids from the internet site and would like to make it known that your company has done so, you may fax the Purchasing Dept. (617) 796-1227 or email to purchasing@newtonma.gov with your NAME, ADDRESS, PHONE, FAX AND INVITATION FOR BID NUMBER.

The City of Newton will reject any and all bids when required to do so by the above referenced General Laws. In addition, the City of Newton reserves the right to waive any informalities in any or all bids, or to reject any or all bids (in whole or in part) if it be in the public interest to do so.

CITY OF NEWTON

Rositha Durham
Chief Procurement Officer

May 12, 2011

CITY OF NEWTON
DEPARTMENT OF PURCHASING
INSTRUCTIONS TO BIDDERS

ARTICLE 1 - BIDDER'S REPRESENTATION

- 1.1 Each General Bidder (hereinafter called the "Bidder") by making a bid (hereinafter called "bid") represents that:
- 1.2 The Bidder has read and understands the Contract Documents and the bid is made in accordance therewith.
- 1.3 The Bidder has visited the site and is familiar with the local conditions under which the Work has to be performed.
- 1.4 Failure to so examine the Contract Documents and site will not relieve any Bidder from any obligation under the bid as submitted.

ARTICLE 2 - REQUEST FOR INTERPRETATION

- 2.1 Bidders shall promptly notify the City of any ambiguity, inconsistency, or error which they may discover upon examination of the Contract Documents, the site, and local conditions.
- 2.2 Bidders requiring clarification or interpretation of the Contract Documents shall make a written request to the *Chief Procurement Officer* at purchasing@newtonma.gov or via facsimile (617) 796-1227. The City will answer such requests if received Friday, May 20, 2011, at 12:00 noon.
- 2.3 Interpretation, correction, or change in the Contract Documents will be made by Addendum which will become part of the Contract Documents. The City will not be held accountable for any oral instruction.
- 2.4 Addenda will be emailed to every individual or firm on record as having taken a set of Contract Documents.
- 2.5 Copies of addenda will be made available for inspection at the location listed in the Invitation for Bids where Contract Documents are on file, in addition to being available online at www.ci.newton.ma.us/bids.
- 2.6 Bidders or proposers contacting ANY CITY EMPLOYEE regarding an Invitation for Bid (IFB) or a Request for Proposal (RFP), outside of the Purchasing Department, once an IFB or RFP has been released, may be disqualified from the bidding process.
- 2.7 Bidders downloading information off the internet web site are solely responsible for obtaining any addenda prior to the bid opening. If the bidder makes themselves known to the Purchasing Dept. at purchasing@newtonma.gov or via facsimile (617) 796-1227, they shall be placed on the bidder's list. Bidders must provide the Purchasing Dept. with their company's name, street address, city, state, zip, phone, fax, email address and **INVITATION FOR BID #11-85**.

ARTICLE 3 - MBE PARTICIPATION

- 3.1 Notice is hereby given that the Mayor's Affirmative Action Plan for the City of Newton, dated December 1999 is applicable to all construction contracts in excess of \$10,000.00. A copy of this plan is on file at City of Newton Purchasing Department.
- 3.2 Notice is hereby given that the City of Newton Minority/Women Business Enterprise Plan dated December 1999 and the Supplemental Equal Employment Opportunity Anti-Discrimination and Affirmative Action Program is applicable to all City contracts for goods and services in excess of \$50,000.00. Copies of these plans are incorporated in the bidding documents.

ARTICLE 4 - PREPARATION AND SUBMISSION OF BIDS

- 4.1 Bids shall be submitted on the "Bid Form" as appropriate, furnished by the City.
- 4.2 All entries on the Bid Form shall be made by typewriter or in ink.
- 4.3 Any quantities indicated on the Bid Form or elsewhere in the Project Manual or Drawings are estimates only and are given solely as a basis for the comparison of bids. The City does not by implication or otherwise guarantee them to be even approximately correct. The Contractor shall have no claim for additional compensation, or refuse to do the work called for, by reason of the actual quantities involved being greater or lesser by any amount than those called for in the proposal.
- 4.4 Where so indicated on the Bid Form, sums shall be expressed in both words and figures. Where there is a discrepancy between the bid sum expressed in words and the bid sum expressed in figures, the words shall control.
- 4.5 All proposals which contain abnormally high prices, or abnormally low prices, for any class of work, or those which contain unbalanced bidding in any form or manner may be rejected as informal.
- 4.6 Bid Deposits shall be submitted in the amount specified in the Invitation for Bids. They shall be made payable to the City of Newton and shall be either in the form of cash, certified check, treasurer's or cashier's check issued by a responsible bank or trust company, or a bid bond issued by a surety licensed to do business in the Commonwealth of Massachusetts; and shall be conditioned upon the faithful performance by the principal of the agreements contained in the bid.
- 4.7 Bid deposits of the three (3) lowest responsible and eligible Bidders shall be retained until the execution and delivery of the Owner/Contractor agreement.
- 4.8 The Bid, including the bid deposit shall be enclosed in a sealed envelope with the following plainly marked on the outside:
- GENERAL BID FOR:
 - NAME OF PROJECT AND INVITATION NUMBER
 - BIDDER'S NAME, BUSINESS ADDRESS, AND PHONE NUMBER
- 4.9 Date and time for receipt of bids is set forth in the Invitation for Bids.
- 4.10 Timely delivery of a bid at the location designated shall be the full responsibility of the Bidder.

ARTICLE 5 – ALTERNATES

- 5.1 Each Bidder shall acknowledge Alternates (if any) in Section C on the Bid Form.
- 5.2 In the event an Alternate does not involve a change in the amount of the base bid, the Bidder shall so indicated by writing "No Change", or "N/C" or "0" in the space provided for that Alternate.
- 5.3 Bidders shall enter on the Bid Form a single amount for each Alternate which shall consist of the amount for work performed by the Contractor.
- 5.4 The low Bidder will be determined on the basis of the sum of the base bid and the accepted alternates.

ARTICLE 6 - WITHDRAWAL OF BIDS

- 6.1 Any bid may be withdrawn prior to the time designated for receipt of bids on written or telegraphic request. Telegraphic withdrawal of bids must be confirmed over the Bidder's signature by written notice postmarked on or before the date and time set for receipt of bids.
- 6.2 Withdrawn bids may be resubmitted up to the time designated for the receipt of bids.
- 6.3 No bids shall be withdrawn for sixty days, Saturdays, Sundays and legal holidays excluded, after the opening of the bids.

ARTICLE 7 - CONTRACT AWARD

- 7.1 The City of Newton will award the contract to the lowest responsive and responsible Bidder within sixty days, Saturdays, Sundays, and legal holidays excluded after the opening of bids.
- 7.2 The City of Newton reserves the right to waive any informalities in or to reject any or all Bids if it be in the public interest to do so.
- 7.3 As used herein, the term "lowest responsive and responsible Bidder" shall mean the Bidder (1) whose bid is the lowest of those bidders whose bid conforms in all respects to the Invitation for Bids and who has the capability to perform fully the contract requirements, and the integrity and reliability which assures good faith performance; (2) who shall certify that he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed in the work; (3) who, where the provisions of section eight B of chapter twenty-nine apply, shall have been determined to be qualified thereunder.
- 7.4 It is the purpose of the City not to award this contract to any bidder who does not furnish evidence satisfactory to the Chief Procurement Officer that he has the ability and experience in this class of work and that he has sufficient capital and plant to enable him to prosecute the same successfully and to complete it within the specified time and that he will complete it in accordance with the terms thereof.
- 7.5 Subsequent to the award and within five (5) days, Saturday, Sundays and legal holidays excluded, after the prescribed forms are presented for signature, the successful Bidder shall execute and deliver to the City a Contract in the form included in the Contract Documents in such number of counterparts as the City may require.
- 7.6 In the event that the City receives low bids in identical amounts from two or more responsive and responsible Bidders, the City shall select the successful Bidder by a blind selection process such as flipping a coin or drawing names from a hat. The low Bidders who are under consideration will be invited to attend and observe the selection process.

ARTICLE 8 – TAXES

- 8.1 The Bidder shall not include in this bid any tax imposed upon the sale or rental of tangible personal property in this Commonwealth, such as any and all building materials, supplies, services and equipment required to complete the work.
- 8.2 The City is exempt from payment of the Massachusetts Sales Tax, and the Bidder shall not include any sales tax on its bid. The City's exemption Number is E-046-001-404.
- 8.3 In the event that the City receives low bids in identical amount from two or more responsive and responsible Bidders, the City shall select the successful Bidder by a blind selection process such as flipping a coin or drawing names from a hat. The low Bidders who are under consideration will be invited to attend and observe the selection process.

END OF SECTION

CITY OF NEWTON
DEPARTMENT OF PURCHASING
BID FORM #11-85

- A. The undersigned proposes to furnish all labor, materials, tools, equipment, transportation and supervision required to perform all work in accordance with the Project Manual prepared by the City of Newton entitled:

NPS - ANNUAL – SCHOOL CUSTODIAL SUPPLIES

- B. This bid includes addenda number(s) _____, _____, _____, _____,
- C. The contract price(s) will be per attached ITEM SHEETS.

NPS – Annual – School Custodial Supplies

CATEGORY A GRAND TOTAL \$ _____ (see Item Sheet 5)

CATEGORY B – SEE BID SHEET FOR INDIVIDUAL PRICING (see Item Sheet 5)

COMPANY NAME _____

- D. The undersigned has completed and submits herewith the following documents:
- ☐ Signed Bid Form, 2 pages
 - ☐ Bidder's Qualification Form and References, 2 pages
 - ☐ Certificate of Non-Collusion, 1 page
 - ☐ Item Sheets, 6 pages
- E. The undersigned agrees that, if selected as general contractor, s/he will within five days, Saturdays, Sundays and legal holidays excluded, after presentation thereof by the City of Newton, execute a contract in accordance with the terms of this bid.

The undersigned hereby certifies that it is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the work and that they will comply fully with all laws and regulations applicable to awards made subject to M.G.L. Chapter 30B.

The undersigned further certifies under the penalties of perjury that this bid has been made and submitted in good faith and without collusion or fraud with any other person. As used in this section the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club or other organization, entity, or group of individuals. The undersigned further certifies under penalty of perjury that the said undersigned is not presently debarred from public contracting or subcontracting in the Commonwealth under the provisions of M.G.L. Chapter 29, Section 29F or any other applicable debarment provisions of any other chapter of the General Laws or any rule or regulation promulgated thereunder.

Date _____

(Name of General Bidder)

BY: _____

(Printed Name and Title of Signatory)

(Business Address)

(City, State Zip)

(Telephone)

(FAX)

(E-mail Address)

NOTE: If the bidder is a corporation, indicate state of incorporation under signature, and affix corporate seal; if a partnership, give full names and residential addresses of all partners; if an individual, give residential address if different from business address; and, if operating as a d/b/a give full legal identity. Attach additional pages as necessary.

END OF SECTION

CITY OF NEWTON

BIDDER'S QUALIFICATIONS AND REFERENCES FORM

All questions must be answered, and the data given must be clear and comprehensive. Please type or print legibly. If necessary, add additional sheet for starred items. This information will be utilized by the City of Newton for purposes of determining bidder responsiveness and responsibility with regard to the requirements and specifications of the Contract.

1. FIRM NAME: _____
2. WHEN ORGANIZED: _____
3. INCORPORATED? ☒ YES ☐ NO DATE AND STATE OF INCORPORATION: _____
- * 4. LIST ALL CONTRACTS CURRENTLY ON HAND, SHOWING CONTRACT AMOUNT AND ANTICIPATED DATE OF COMPLETION:

- * 5. HAVE YOU EVER FAILED TO COMPLETE A CONTRACT AWARDED TO YOU?
☐ YES ☐ NO
IF YES, WHERE AND WHY?

- * 6. HAVE YOU EVER DEFAULTED ON A CONTRACT? ☐ YES ☐ NO
IF YES, PROVIDE DETAILS.

- * 7. LIST YOUR VEHICLES/EQUIPMENT AVAILABLE FOR THIS CONTRACT:

- * 8. IN THE SPACES FOLLOWING, PROVIDE INFORMATION REGARDING CONTRACTS COMPLETED BY YOUR FIRM SIMILAR IN NATURE TO THE PROJECT BEING BID. A MINIMUM OF FOUR (4) CONTRACTS SHALL BE LISTED. PUBLICLY BID CONTRACTS ARE PREFERRED, BUT NOT MANDATORY.

PROJECT NAME: _____
OWNER: _____
CITY/STATE: _____
DOLLAR AMOUNT: \$ _____ DATE COMPLETED: _____

PUBLICLY BID? ☐ YES ☐ NO

TYPE OF WORK?: _____
CONTACT PERSON: _____ TELEPHONE #: (____)_____
CONTACT PERSON'S RELATION TO PROJECT?: _____
(i.e., contract manager, purchasing agent, etc.)

PROJECT NAME: _____
OWNER: _____
CITY/STATE: _____
DOLLAR AMOUNT: \$ _____ DATE COMPLETED: _____
PUBLICLY BID? ☐ YES ☐ NO
TYPE OF WORK?: _____
CONTACT PERSON: _____ TELEPHONE #: (____)_____
CONTACT PERSON'S RELATION TO PROJECT?: _____
(i.e., contract manager, purchasing agent, etc.)

PROJECT NAME: _____
OWNER: _____
CITY/STATE: _____
DOLLAR AMOUNT: \$ _____ DATE COMPLETED: _____
PUBLICLY BID? ☐ YES ☐ NO
TYPE OF WORK?: _____
CONTACT PERSON: _____ TELEPHONE #: (____)_____
CONTACT PERSON'S RELATION TO PROJECT?: _____
(i.e., contract manager, purchasing agent, etc.)

PROJECT NAME: _____
OWNER: _____
CITY/STATE: _____
DOLLAR AMOUNT: \$ _____ DATE COMPLETED: _____
PUBLICLY BID? ☐ YES ☐ NO
TYPE OF WORK?: _____
CONTACT PERSON: _____ TELEPHONE #: (____)_____
CONTACT PERSON'S RELATION TO PROJECT?: _____
(i.e., contract manager, purchasing agent, etc.)

9. The undersigned certifies that the information contained herein is complete and accurate and hereby authorizes and requests any person, firm, or corporation to furnish any information requested by the City of Newton in verification of the recitals comprising this statement of Bidder's qualifications and experience.

DATE: _____ BIDDER: _____

SIGNATURE: _____

PRINTED NAME: _____ TITLE: _____

END OF SECTION

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word “person” shall mean any natural person, business, partnership, corporation, union, committee club, or other organization, entity, or group or individuals.

(Signature of individual)

Name of Business

CITY OF NEWTON, MASSACHUSETTS

PURCHASING DEPARTMENT

GENERAL TERMS AND CONDITIONS

1. The right is reserved to reject any and all bids, to waive informalities, and to make award as may be determined to be in the best interest of the City of Newton.
2. Interpretation, correction, or change in the Contract Documents will be made by Addendum which will become part of the Contract Documents. The City will not be held accountable for any oral instruction.
3. Addenda will be emailed to every individual or firm on record as having downloaded a set of Contract Documents. Addenda will also be posted on the City's website at www.ci.newton.ma.us/bids. Any bidder downloading the IFB and any plans for a City bid shall email their company's information along with the IFB # and Project Title that they downloaded. You will then be added to the bidder's list and email distribution list.
4. Prices quoted must include inside delivery to the NPS department, as specified on the Purchase Order.
5. No charges will be allowed for packing, crating, freight, Express or cartage unless specifically stated and included in the bid.
6. The award to the successful bidder may be cancelled if successful bidder shall fail to prosecute the work with promptness and diligence.
7. Time in connection with discount offered will be computed from the date of delivery to the City, as specified on purchase order, or from date correct invoice is received by the City, if the latter date is later than the date of delivery.
8. The successful bidder shall replace, repair or make good, without cost to the City, any defects or faults arising within one (1) year after date of acceptance of articles furnished hereunder (acceptance not to be unreasonably delayed) resulting from imperfect or defective work done or materials furnished by the SELLOR.
9. The SELLOR shall indemnify and save harmless the City and all persons acting for on behalf of it from all suits and claims against them, or any of them, arising from or occasioned by the use of any material, equipment or apparatus, or any part thereof, which infringes or is alleged to infringe on any patent rights. In case such material, equipment or apparatus, or any part thereof, in any such suit is held to constitute infringement, the Seller, within a reasonable time, will at its expense, and as the City may elect, replace such material, equipment or apparatus with non-infringing material, equipment or apparatus, or remove the material, equipment or apparatus, and refund the sums paid therefor.
10. All bids shall be based on the quantities set forth on the attached bid sheets. These quantities shall be used as a basis for the comparison of the bid proposals. It is agreed that the quantities given in this bid are assumed solely as a basis for the comparison of the bids. While the quantities are based on the City's best estimates of the work to be performed during the term of this Contract, the City does not expressly or by implication agree that the actual amount of work will even approximately correspond herewith, and the City reserves the right to increase or diminish the amount of any class or portion of the work as it may deem necessary, without change of price per unit of quantity.
11. The successful bidder shall comply with all applicable Federal State and Local laws and regulations.
12. Purchases made by the City are exempt from Federal excise taxes and bid prices must exclude any such taxes. Tax exemption certificates will be furnished upon request.
13. If so stated in the Invitation For Bid the successful bidder will be required to furnish a performance and/or a labor and material payment bond, in an amount, in a form and with a surety satisfactory to the City. The bidder shall be responsible for the cost of the bond(s).
14. If the Invitation for Bids requires bid surety, this surety shall be in the form of a cash, bid bond, cashier's check, treasurer's check, or certified check on a responsible bank, payable to the City of Newton, and must be filed with the original bid in the Office of the Purchasing Agent. Failure to do so will lead to rejection of bid. The bid surety will be returned to the successful bidder within seven (7) days execution of awarded, and approval by the City of performance and/or payment bond(s). In case of default, the bid surety shall be forfeited to the City.

15. Verbal orders are not binding on the City and deliveries made or work done without formal Purchase Order or Contract are at the risk of the Seller or Contractor and may result in an unenforceable claim.
16. The Seller shall agree to indemnify, defend and hold the City harmless from any and all claims arising out of the performance of this contract.
17. "Equality - An item equal to that named or described in the specifications of the contract may be furnished by the Vendor and the naming of any commercial name, trademark or other identification shall not be construed to exclude any item or manufacturer not mentioned by name or as limiting competition but shall establish a standard of equality only. An item shall be considered equal to the item so named or described if (1) it is at least equal in quality, durability, appearance, strength and design; (2) it will perform at least equally the function imposed by the general design for the work being contracted for or the material being purchased; and (3) it conforms substantially, even with deviations, to the detailed requirements for the item in the specifications. The name and identification of all materials other than the one specifically named shall be submitted to the City in writing for approval, prior to purchase, use or fabrication of such items. Subject to the provisions of M.G.L., Ch. 30, Sec. 39J, approval shall be at the sole discretion of the City, shall be in writing to be effective, and the decision of the City shall be final. The City may require tests of all materials so submitted to establish quality standards at the Vendor's expense. All directions, specifications and recommendations by manufacturers for installation, handling, storing, adjustment and operation of their equipment shall be complied with; responsibility for proper performance shall continue to rest with the Vendor.

For the use of material other than the one specified, the Vendor shall assume the cost of and responsibility for satisfactorily accomplishing all changes in the work as shown. If no manufacturer is named, the Vendor shall submit the product he intends to use for approval of the City.

Except as otherwise provided for by the provisions of M.G.L., Ch. 30, Sec. 39J, the Vendor shall not have any right of appeal from the decision of the City condemning any materials furnished if the Vendor fails to obtain the approval for substitution under this clause. If any substitution is more costly, the Vendor shall pay for such costs."

18. Notice is hereby given that the City of Newton Minority/Women Business Enterprise Plan dated December 1999 is applicable to all City of Newton contracts for materials and supplies. A copy of this plan may be obtained from the Purchasing Department.
19. Notice is hereby given that the City of Newton Minority Business Enterprise Plan and the Supplemental Equal Employment Opportunity Anti-discrimination and Affirmative Action Program is applicable to all City of Newton contracts in excess of \$50,000.00. A copy of these plans may be obtained from the Purchasing Department.
20. In the event that the City receives low bids in identical amount from two or more responsive and responsible Bidders, the City shall select the successful Bidder by a blind selection process such as flipping a coin or drawing names from a hat. The low Bidders who are under consideration will be invited to attend and observe the selection process.
21. Right To Know:

Any vendor who receives an order or orders resulting from this invitation agrees to submit a Material Safety Data Sheet (MSDS) for each toxic or hazardous substance or mixture containing such substance, pursuant to M.G.L., Ch. 111F, SS8, 9 and 10 and the regulations contained in 441 CMR SS 21.06 when deliveries are made. The vendor agrees to deliver all containers properly labeled pursuant to M.G.L. Ch. 111F, SS 7 and the regulations contained in 441 CMR SS 21.05. Failure to submit an MSDS and/or label on each container will place the vendor in noncompliance with the purchase order. Failure to furnish MSDSs and/or labels on each container may result in civil or criminal penalties, including bid debarment and action to prevent the vendor from selling said substances or mixtures containing said substances within the Commonwealth. All vendors furnishing substances or mixtures subject to Chapter 111F of the M.G.L. are cautioned to obtain and read the law and rules and regulations referred to above. Copies can be obtained from the State House Book Store, Secretary of State, State House, Room 117, Boston, MA 02133, (617-727-2834) for \$2.00 plus \$.65 postage.

FAILURE TO COMPLY WITH THESE TERMS AND CONDITIONS COULD RESULT IN THE CANCELLATION OF YOUR CONTRACT

END OF SECTION

CERTIFICATE OF AUTHORITY - CORPORATE

1. I hereby certify that I am the Clerk/Secretary of _____
(insert full name of Corporation)
2. corporation, and that _____
(insert the name of officer who signed the **contract and bonds.**)
3. is the duly elected _____
(insert the title of the officer in line 2)
4. of said corporation, and that on _____
(insert a date that is ***ON OR BEFORE*** the date the officer signed the **contract and bonds.**)

at a duly authorized meeting of the Board of Directors of said corporation, at which all the directors were present or waived notice, it was voted that

5. _____ the _____
(insert **name** from line 2) (insert **title** from line 3)

of this corporation be and hereby is authorized to execute contracts and bonds in the name and on behalf of said corporation, and affix its Corporate Seal thereto, and such execution of any contract of obligation in this corporation's name and on its behalf, with or without the Corporate Seal, shall be valid and binding upon this corporation; and that the above vote has not been amended or rescinded and remains in full force and effect as of the date set forth below.

6. ATTEST: _____ *AFFIX CORPORATE
SEAL HERE*
(Signature of **Clerk or Secretary**)*
7. Name: _____
(Please print or type name in line 6)*
8. Date: _____
(insert a date that is ***ON OR AFTER*** the date the officer signed the **contract and bonds.**)

* The name and signature inserted in lines 6 & 7 must be that of the Clerk or Secretary of the corporation.

ATTESTATION

Pursuant to MG c. 62C, § 49A, the undersigned acting on behalf of the Contractor, certifies under the penalties of perjury that, to the best of the undersign's knowledge and belief, the Contractor is in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.*

**Signature of Individual
or Corporate Contractor (Mandatory)

*** Contractor's Social Security Number
(Voluntary) or Federal Identification Number

By: _____
Corporate Officer
(Mandatory, if applicable)

Date: _____

* The provision in the Attestation relating to child support applies only when the Contractor is an individual.

** Approval of a contract or other agreement will not be granted unless the applicant signs this certification clause.

*** Your social security number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed, or extended. This request is made under the authority of GL c. 62C, § 49A.

NEWTON PUBLIC SCHOOLS CUSTODIAL CLEANING SUPPLIES

1.0 Scope

- 1.1 Newton Public Schools is accepting bids for Categories A & B of Custodial Supplies as per the bid list attached. All bids must be submitted in the manner and form prescribed by the Specifications which control award of the contract. **Category A:** Bidders must bid on **every item in Category A**. Bid award will be made to the lowest responsive and responsible bidder based on the Grand Total for all items inclusive. **Category B:** Bidders can bid **by line item in Category B** with the award being made to the lowest responsive and responsible bidder by line item.
- 1.2 Quantities specified are based on a census taken by Newton Public Schools. Newton Public Schools reserves the right to increase or decrease quantities to be ordered within the time limits set forth in the bid, but no increase shall exceed twenty five percent of the total contract price.
- 1.3 All prices shall be F.O.B. Destination inside individual schools.

2.0 Description and Quality

- 2.1 Wherever items are specified by trade name, manufacturer, or dealer's catalog number, or by any other reference, it shall be taken to mean the items as this described or any other item equal thereto in quality, finish, durability, compatibility, safety and serviceability for the purpose for which it is intended. If an alternate item is being proposed, the bidder shall so indicate by providing a full description of the proposed substitute as well as provide data sheets, catalog cuts, performance and test data, and any other information which will support or otherwise prove equality; such proof rests entirely with the bidder. When the bidder does not state the brand, it is understood that the offer is exactly as specified. Final decisions concerning the quality of items, other than those specifically designated, is to rest with the Newton Public Schools whose determination shall be final and conclusive. Contractors shall guarantee quality control of all goods at no additional cost to the City. Samples shall be furnished free-of-charge upon request and may be retained for future comparisons. Samples and literature must be provided within three (3) days after the request.
- 2.2 Newton Public Schools encourages environmentally preferable products, i.e., products or services that have a lesser or reduced effect on human health and the environment when compared with competing products or services that serve the same purpose. This comparison may consider raw materials acquisition, production, manufacturing, packaging, distribution, reuse, operation, maintenance or disposal of the product or service: 1) emphasis on multiple environmental considerations such as recycled content, energy and water efficiency, renewable resource use and toxicity considerations rather than any single environmental feature; 2) evaluation of environmental impacts throughout the life cycle of the product which includes impacts during the manufacture, use and disposal of the product; and 3) recognition of cost and performance remain critical factors in all purchasing decisions. All products must be latex free and nut free.
- 2.3 Material Safety Data Sheets must be forwarded to the Purchasing Department, Newton Public Schools, 100 Walnut Street, Newtonville, MA 02460, within thirty (30) days after the bid award. All products must be properly labeled with the product name, manufacturer's name, address and emergency telephone number, ingredients, cautions, warnings, hazard rating and first aid.

3.0 Delivery

- 3.1 All packages, cartons, or other containers must be clearly marked with a) the school designation, b) a packing slip with contents or item number from specifications, c) the number of boxes on shipment, d) the purchase order number and e) the vendor's name and order number.
- 3.2 Deliveries shall be made to approximately twenty-two (22) schools as per the bid award schedule. All deliveries shall be made to the inside of the buildings and contractors are cautioned to notify their shipping contractors that adequate assistance must be provided at the point of delivery. No sidewalk deliveries will be accepted.
- 3.3 Deliveries shall be made between the hours of 8:00 a.m. and 3:00 p.m., Monday through Friday. Forty-eight (48) hours' notice of delivery is required by contacting Support Services at 617-559-9005. Newton Public Schools shall not be responsible for deliveries that cannot be made because notice was not received in time.
- 3.4 Deliveries are to be completed within thirty (30) calendar days after receipt of the order unless otherwise indicated or notified by the Contractor and approved in writing by the Coordinator of Purchasing, Newton Public Schools.

4.0 Payment

- 4.1 Invoices shall be billed to Accounts Payable, Newton Public Schools, 100 Walnut Street, Newtonville, Massachusetts 02460.
- 4.2 Invoices must be in triplicate, by school, including the a) purchase order number, b) school name, c) item number, d) quantities, e) description, f) unit price and g) totals.

END OF SECTION

BID LIST – MAY 2011 Category A - Must bid on all items.

Item #	Description or Approve Equal	Unit	Unit Cost	Qty	Total Cost	Approved equal brand, model #, pg#, (attach specs)
	CATEGORY A: By Grand Total					
51-01-028	VANDALISM MARK REMOVER: LOW VOC, SAFE FOR GLAZED OR CERAMIC TILE, CINDER BLOCKS, GLASS OR BARE METAL. NO GLYCOL ETHER, CHLORINATED SOLVENTS, HYDROCARBON MIXES OR FLAMMABLE SOLVENTS. CHASE 4105 OR APPROVED EQUAL.	CAN/ 16 OZ.	\$_____	41	\$_____	
51-01-040	LIQUID ABSORBER: FOR OIL, GREASE, WATER, ETC., NON-FLAMMABLE. OIL DRY 18002 OR IF APPROVED EQUAL SAMPLE REQUIRED.	BAG/ 40 LBS.	\$_____	16	\$_____	
51-02-001	CELLULOSE SPONGE 4 X 8 X 2	EACH	\$_____	310	\$_____	
51-02-003	STEEL ROLLER SPONGE MOP COMPLETE: 12 INCH SPONGE, FRONT PULL LEVER. RUBBERMAID RCP6435BRO OR APPROVED EQUAL.	EACH	\$_____	28	\$_____	
51-02-004	SPONGE HEAD REFILL FOR 51-02-003. YELLOW RUBBERMAID RCP6436.	EACH	\$_____	23	\$_____	
51-02-007	SWAB: ACRILAN YARN PUFF FOR TOILETS, 12-INCH HANDLE. WILEN WJ510000 OR APPROVED EQUAL.	EACH	\$_____	201	\$_____	
51-02-016	DISPOSABLE NITRILE GLOVES - MEDIUM: 100% LATEX AND POWDER-FREE, AMBIDEXTROUS, NON-STERILE, 4 MIL. THICK, DISPENSER BOX. GALAXY G380 OR APPROVED EQUAL.	BOX/ 100	\$_____	6	\$_____	
51-02-017	DISPOSABLE NITRILE GLOVES - LARGE: 100% LATEX AND POWDER-FREE, AMBIDEXTROUS, NON-STERILE, 4 MIL. THICK, DISPENSER BOX. GALAXY G380 OR IF APPROVED EQUAL SAMPLE REQUIRED.	BOX/ 100	\$_____	173	\$_____	
51-02-018	DISPOSABLE NITRILE GLOVES - EXTRA-LARGE: 100% LATEX AND POWDER-FREE, AMBIDEXTROUS, NON-STERILE, 4 MIL THICK, DISPENSER BOX. GALAXY G380 OR APPROVED EQUAL.	BOX/ 100	\$_____	147	\$_____	
51-02-020	GLOVES, RUBBER WORK: NEOPRENE COATED, RESISTS CUTS, LIQUID PROOF AGAINST OILS, ACIDS SOLVENTS, FITS ALL SIZE HANDS. EDMONT THUMBS UP OR IF APPROVED EQUAL SAMPLE REQUIRED.	PAIR	\$_____	70	\$_____	
51-03-001	DUST MOP HEAD 18" x 5": ALL SYNTHETIC. RUBBERMAID SUPERSTAT J352 OR APPROVED EQUAL.	EACH	\$_____	89	\$_____	
51-03-005	DUST MOP HEAD 36" x 5": ALL SYNTHETIC. RUBBERMAID SUPERSTAT J355 OR APPROVED EQUAL.	EACH	\$_____	37	\$_____	
51-03-006	DUST MOP HEAD 48" x 5": ALL SYNTHETIC. RUBBERMAID SUPERSTAT J357 OR APPROVED EQUAL.	EACH	\$_____	65	\$_____	
51-03-008	DUST MOP HEAD 72" x 5": ALL SYNTHETIC. RUBBERMAID KUT- A-WAY OR IF APPROVED EQUAL SAMPLE REQUIRED.	EACH	\$_____	10	\$_____	

51-03-009	60" WOODEN CLIP-ON DUST MOP HANDLE. SWIVEL BASE.	EACH	\$ _____	48	\$ _____	
51-03-010	DRY MOP FRAME REPLACEMENT: 18" STEEL FRAME FOR USE WITH DRY MOP. MUST FIT ITEM#51-03-009.	EACH	\$ _____	28	\$ _____	
51-03-011	DRY MOP FRAME REPLACEMENT: 36" STEEL FRAME FOR USE WITH DRY MOP. MUST FIT ITEM#51-03-009.	EACH	\$ _____	18	\$ _____	
51-03-012	DRY MOP FRAME REPLACEMENT: 48" STEEL FRAME FOR USE WITH DRY MOP. MUST FIT ITEM# 51-03-009.	EACH	\$ _____	21	\$ _____	
51-03-013	WET MOP HEAD LARGE WHITE: 4 PLY COTTON AND SYNTHETIC, WEBFOOT, SHRINKLESS. ANTIMICROBIAL RUBBERMAID WEBFOOT A2530 OR IF APPROVED EQUAL SAMPLE REQUIRED.	EACH	\$ _____	267	\$ _____	
51-03-017	WET MOP HEAD LARGE BLUE: 4 PLY, LOOPED END, BLEND OF COTTON AND SYNTHETIC YARN. RUBBERMAID C153-06 OR IF APPROVED EQUAL SAMPLE REQUIRED.	EACH	\$ _____	231	\$ _____	
51-03-020	WET MOP HANDLE 60-INCH LIGHTWEIGHT. VINYL-CLAD ALUMINUM ANTIMICROBIAL. RUBBERMAID GRIPPER 236 OR IF APPROVED EQUAL SAMPLE REQUIRED.	EACH	\$ _____	42	\$ _____	
51-03-022	HEAVY-DUTY MOP BUCKET 26-35 QUART - YELLOW: NON-MARKING CASTERS. RUBBERMAID BRUTE 7570 OR IF APPROVED EQUAL SAMPLE REQUIRED.	EACH	\$ _____	39	\$ _____	
51-03-023	DOWNWARD PRESSURE HEAVY-DUTY MOP WRINGLER YELLOW: FOR 24-32 OZ. MOPS, CORROSION-RESISTANT HANDLE AND HARDWARE. TO FIT ITEM 51-03-022 RUBBERMAID BRUTE 6123-01 OR IF APPROVED EQUAL SAMPLE REQUIRED.	EACH	\$ _____	31	\$ _____	
51-03-028	10-QUART ROUND PLASTIC BUCKET GRAY: MOLDED-IN GRADUATIONS FOR MEASURING, WIDE POUR SPOUT. RUBBERMAID BRUTE 2963 OR IF APPROVED EQUAL SAMPLE REQUIRED.	EACH	\$ _____	79	\$ _____	
51-03-040	COUNTER BRUSH 9 INCH: 2-1/2 INCH BLACK POLYPROPYLENE FILLER, WIRE STAPLED, ONE PIECE BLOCK OR IF APPROVED EQUAL SAMPLE REQUIRED.	EACH	\$ _____	50	\$ _____	
51-03-043	DUST PAN 12 INCH: RUBBERMAID #2005 OR IF APPROVED EQUAL SAMPLE REQUIRED.	EACH	\$ _____	50	\$ _____	
51-03-046	DUAL SURFACE VEHICLE BRUSH 10 X 3 1/4: DUAL ANGLE, POLYSTYRENE BRISTLE. PRO-LINE 8420 OR IF APPROVED EQUAL SAMPLE REQUIRED.	EACH	\$ _____	18	\$ _____	
51-03-047	LOBBY BROOM 33 INCH FOR SPOT CLEANING: RUBBERMAID 6374 OR IF APPROVED EQUAL SAMPLE REQUIRED.	EACH	\$ _____	54	\$ _____	
51-03-048	UPRIGHT DUST PAN 37" HIGH X 12.5" WIDE DUST BIN: RUBBERMAID 2531 OR IF APPROVED EQUAL SAMPLE REQUIRED.	EACH	\$ _____	56	\$ _____	
51-03-049	BASEBOARD/UTILITY PAD 4 X 10 LIGHT-DUTY WHITE: FITS 51-03-048.	EACH	\$ _____	20	\$ _____	

51-03-050	BASEBOARD/UTILITY PAD 4 X 10 HEAVY-DUTY BLACK: FITS 51-03-048.	EACH	\$ _____	101	\$ _____	
51-03-051	UTILITY PAD HOLDER 4 X 10: PLASTIC, SWIVELS IN ALL DIRECTIONS. PREMIER 405 OR IF APPROVED EQUAL SAMPLE REQUIRED.	EACH	\$ _____	36	\$ _____	
51-03-055	FLOOR BRUSH 18 INCH: 3" TRIM OF 100% BLACK POLYESTER, SOLID HARDWOOD BLOCK, WIRE STAPLED.	EACH	\$ _____	33	\$ _____	
51-03-060	FLOOR BRUSH 24 INCH: 3" TRIM OF 100% BLACK POLYESTER, SOLID HARDWOOD BLOCK, WIRE STAPLED.	EACH	\$ _____	6	\$ _____	
51-03-065	FLOOR BRUSH 36 INCH: 3" TRIM OF 100% BLACK POLYESTER, SOLID HARDWOOD BLOCK, WIRE STAPLED.	EACH	\$ _____	2	\$ _____	
51-03-075	CORN BROOM –WAREHOUSE: 32 LBS, 5 SEW. CONTINENTAL E502036 OR IF APPROVE EQUAL SAMPLE REQUIRED.	EACH	\$ _____	82	\$ _____	
51-03-085	BROOM HANDLE 60-INCHES: 15/16 DIA., HARDWOOD, LACQUER FINISH, THREADED METAL TIP. RUBBERMAID 6357 OR APPROVED EQUAL.	EACH	\$ _____	57	\$ _____	
51-03-086	BROOM HANDLE 72-INCHES: 15/16 DIA., HARDWOOD, LACQUER FINISH, THREADED WOOD TIP. ATLH-27-72 OR APPROVED EQUAL.	EACH	\$ _____	32	\$ _____	
51-03-100	BROOM HANDLE BRACE: ENDS FASTEN TO BRUSH BLOCK W/SCREWS, CENTER CLAMPS AROUND HANDLE, ONE SIZE FITS ALL. HILLYARD #22607 OR APPROVED EQUAL.	EACH	\$ _____	3	\$ _____	
51-03-110	DUST MIT LAUNDERABLE: WHITE COTTON MAY BE USED ON THE HAND OR WITH HANDLE 51-03-111. RUBBERMAID T499 OR IF APPROVED EQUAL SAMPLE REQUIRED.	EACH	\$ _____	77	\$ _____	
51-03-111	ALUMINUM HANDLE 60" W/FLEXIBLE HEAD FRAME FOR 51-03-110. RUBBERMAID T410 OR APPROVED EQUAL.	EACH	\$ _____	18	\$ _____	
51-04-001	SCRUBBING PAD 17 DIA. X 1 INCH THICK GREEN. 3M OR APPROVED EQUAL.	BOX/ 5	\$ _____	9	\$ _____	
51-04-002	SPRAY PAD 17 DIA. X 1 INCH THICK WHITE. 3M OR APPROVED EQUAL.	BOX/ 5	\$ _____	22	\$ _____	
51-04-003	POLISHING/BUFFING PAD 17 DIA. X 1 INCH THICK TAN. 3M OR APPROVED EQUAL.	BOX/ 5	\$ _____	18	\$ _____	
51-04-004	STRIPPING PAD 17 DIA. X 1 INCH THICK BLACK. 3M OR APPROVED EQUAL.	BOX/ 5	\$ _____	14	\$ _____	
51-04-005	SCRUBBING PAD 20 DIA. X 1 INCH THICK GREEN. 3M OR APPROVED EQUAL.	BOX/ 5	\$ _____	22	\$ _____	
51-04-007	POLISHING/BUFFING PAD 20 DIA. X 1 INCH THICK TAN. 3M OR APPROVED EQUAL.	BOX/ 5	\$ _____	17	\$ _____	
51-04-008	BUFFING PAD 20 DIA. X 1 INCH THICK RED. 3M OR APPROVED EQUAL.	BOX/ 5	\$ _____	18	\$ _____	
51-04-009	STRIPPING PAD 20 DIA. X 1 INCH THICK BLACK. 3M OR APPROVED EQUAL.	BOX/ 5	\$ _____	34	\$ _____	
51-04-012	ERASER PAD 20 DIA. X 1 INCH THICK PINK. 3M OR APPROVED EQUAL.	BOX/ 5	\$ _____	26	\$ _____	
51-04-018	STRIPPING PAD 23 DIA. X 1 INCH THICK BLACK. 3M OR APPROVED EQUAL.	BOX/ 5	\$ _____	6	\$ _____	

51-04-020	BUFFING PAD 14 DIA. X 1 INCH THICK RED. 3M OR APPROVED EQUAL.	BOX/ 5	\$ _____	5	\$ _____	
51-05-001	BARREL - 44 GALLON PLASTIC MOBILE W/O LID: MOUNTED ON THREE RUBBER SWIVEL CASTERS, MOLDED HANDLES, GRAY. RUBBERMAID BRUTE 2643 BRL. W/2640 DOLLY OR APPROVED EQUAL.	EACH	\$ _____	20	\$ _____	
51-05-005	BARREL - 20 GALLON PLASTIC W/O LID: RUBBERMAID BRUTE 2620 OR APPROVED EQUAL.	EACH	\$ _____	61	\$ _____	
51-05-010	BARREL - 60 GALLON PLASTIC MOBILE W/O LID: MOUNTS ON THREE RUBBER SWIVEL CASTERS, W/MOLDED HANDLES, GRAY. RUBBERMAID BRUTE OR APPROVED EQUAL	EACH	\$ _____	14	\$ _____	
51-05-015	WASTE BASKET 18 INCH HIGH METAL 44 QUART: ROUND, GRAY.	EACH	\$ _____	56	\$ _____	
51-06-006	SNOW AND ICE MELT PELLETS: NON-TOXIC, WATER-SOLUBLE.	25 LBS.	\$ _____	167	\$ _____	
51-06-007	LONG HANDLE SCRAPER WITH 4 INCH BLADE: DOUBLE-SIDED BLADE FOR HARD AND SOFT FLOORS, 48" HANDLE. UNGER LH48 OR APPROVED EQUAL.	EACH	\$ _____	31	\$ _____	
51-06-008	REPLACEMENT BLADES FOR 51-06-007.	PACK/ 10	\$ _____	17	\$ _____	
51-06-010	DUST RESPIRATOR: NIOSH/MSHA APPROVED. 3M 8560 OR APPROVED EQUAL.	BOX/ 50	\$ _____	17	\$ _____	
51-06-012	RETRACTABLE SAFETY SCRAPER: ALL METAL W/SINGLE EDGE BLADE. STANLEY. NO SUBSTITUTE.	EACH	\$ _____	106	\$ _____	
51-06-013	SINGLE-EDGED RAZOR BLADES.	BOX/ 100	\$ _____	25	\$ _____	
51-06-014	PUTTY KNIFE/SCRAPPER 1-1/2 INCH: STIFF METAL BLADE. HYDE OR APPROVED EQUAL.	EACH	\$ _____	60	\$ _____	
51-06-015	24- OUNCE PLASTIC BOTTLE W/ TRIGGER SPRAY ASSEMBLY. WHITE BLANK.	EACH	\$ _____	271	\$ _____	
51-06-016	WINDOW SQUEEGEE 12 INCH W/HANDLE, CHANNEL AND RUBBER BLADE: STAINLESS STEEL. UNGER PR30 OR APPROVED EQUAL.	EACH	\$ _____	19	\$ _____	
51-06-017	WINDOW SQUEEGEE 18 INCH W/HANDLE, CHANNEL AND RUBBER BLADE: STAINLESS STEEL. UNGER PR45 OR APPROVED EQUAL.	EACH	\$ _____	11	\$ _____	
51-06-018	FLOOR SQUEEGEE 24 INCH CURVED: UNGER FP60C OR APPROVED EQUAL.	EACH	\$ _____	9	\$ _____	
51-09-035	DUST CONTROL DRESSING: FOR ALL WOOD AND ARTIFICIAL SURFACES, UNSCENTED, U/L SLIP RESISTENT, LABELED AS TO CONTENTS W/DIRECTIONS AND WARNINGS.	CAN/ 5 GALLO NS	\$ _____	14	\$ _____	
51-09-040	HIGH SOLIDS FLOOR FINISH: ACRYLIC W/URETHANE, FOR RESILIENT, SEALED, VARNISHED OR PAINTED WOOD OR MASONRY FLOORS, UNSCENTED. STETSON FORMULA A25 OR APPROVED EQUAL.	CAN/ 5 GALLO NS	\$ _____	310	\$ _____	
51-09-041	FLOOR STRIPPER COMPATIBLE WITH 51-09-040.	CAN/ 5 GALLO NS	\$ _____	152	\$ _____	

51-09-070	WATER-SOLUBLE ENZYME ODOR COUNTERACTANT: FORMULATED TO SUPPRESS A WIDE RANGE OF ODORS WITHOUT LEAVING A MASKING PERFUME, MAY BE USED ON CARPET AS WELL AS ANY WASHABLE NON PORUS SURFACE. BIG D BIO D #505 OR APPROVED EQUAL.	CASE/ 4 GALLO NS	\$ _____	95	\$ _____	
51-09-100	BASEBOARD STRIPPER - 20 OZ.: NON-FLAMMABLE, NO BUTOXYETHANOL, SODIUM HYDROXIDE OR ETHANOLAMINE. STETSON HARMONY OR APPROVED EQUAL.	CASE/ 12 CANS	\$ _____	15	\$ _____	

Category A GRAND TOTAL = \$ _____

BID LIST – MAY 2011 Category B - Shall bid by line item.

	CATEGORY B: By Line Item					
51-01-050	HAND FOAM SOAP DISPENSER REFILL 1250ML: RENOWN GREEN SEAL REN02547. <u>NO SUBSTITUTES</u>	CASE/ 3	\$ _____	679	\$ _____	
51-01-060	SPRAY HAND SANITIZER; SEALED, DISPOSABLE 400ML REFILLS. TECHNICAL CONCEPT #450030. <u>NO SUBSTITUTES</u>	CASE/ 12 400ML	\$ _____	158	\$ _____	
53-01-001	TOILET PAPER DOUBLE-PLY: WHITE. 100% RECYCLED, 3 3-/4" X 4" SHEET SIZE. APPROXIMATELY 865 SHEETS PER ROLL. BAY WEST 61900 OR APPROVED EQUAL*. MUST FIT BAY WEST DISPENSER 86300. SAMPLE REQUIRED.	CASE/ 36 ROLLS	\$ _____	1261	\$ _____	
53-01-005	PAPER TOWEL ROLL: NATURAL 100% RECYCLED, 8"X800' PER ROLL. BAY WEST ECOSOFT 31300. MUST FIT BAY WEST DISPENSER 86500. NO SUBSTITUTES	CASE/ 6 ROLLS	\$ _____	1535	\$ _____	
54-01-001	CLEAR PLASTIC LINER 30" x 36" 1.25 MIL. FOR 30 GAL. CONTAINERS. LLPD, FLAT SEAL (no star or gusset), WEIGHT PER CASE 22.5 LBS. SAMPLE REQUIRED.	CASE/ 250	\$ _____	767	\$ _____	
54-01-005	CLEAR PLASTIC LINER 38" x 60" 2.0 MIL. FOR 60 GAL. CONTAINERS. LLPD, FLAT SEAL (no star or gusset), WEIGHT PER CASE 30.4 LBS. SAMPLE REQUIRED.	CASE/ 100	\$ _____	994	\$ _____	
54-01-010	CLEAR PLASTIC LINER 38" x 32" x 60" 2.0 MIL. FOR HAMPERS. LLPD, FLAT SEAL (no star or gusset), WEIGHT PER CASE 56 LBS. SAMPLE REQUIRED.	CASE/ 100	\$ _____	50	\$ _____	

Deliveries to all 22 schools is required within 30 calendar days upon receipt of the awarded Purchase Order.

IMPORTANT: Award for Category A will be made to the lowest responsive and responsible bidder by grand total. Award for Category B will be made to the lowest responsive and responsible bidder by line item.

*If an alternate item is being proposed, the bidder shall so indicate by providing a full description of the proposed substitute as well as provide data sheets, catalog cuts, performance and test data, and any other information which will support or otherwise prove equality; such proof rests entirely with the bidder. If the alternate product information (listed above) is not provided at the time of the bid the bidder may be deemed non responsive. IN MANY CASES A SAMPLE IS REQUIRED IF BIDDING AN APPROVED EQUAL.

Signature: _____ **Date:** _____

Name: _____ **Title:** _____

Company: _____ **Telephone:** _____ **Fax:** _____

Address: _____ **City:** _____ **State:** _____ **Zip:** _____

E-mail _____

END OF SECTION